

Assessment Summary Report			
FM 2800	Authority: Vice President	Effective: 2018/01/19	

Company Information			
Company Name	US EPA Region 5 Chicago Regional Lab a.k.a. CRL	Location (Site)	536 South Clark Street, 10th Floor Chicago, IL 60605
Certificate Number	L2280		

Assessment Activity	SA2
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Assessment Dates			
Assessment Start Date	6/28/18	Assessment Finish Date	6/29/18

Accreditation Requirements	
Accreditation Standards	ISO/IEC 17025
ANAB AR, SR, and TR Requirements	AR 2250, AR 2201, SR 2422

Assessment Team			
Lead Assessor	Michael Shepherd	Mandays	2
Team Assessor		Mandays	

Assessment Plan				
Do on-site assessment days vary from assessment plan?	Yes		No	X
Comments:				

Key Personnel - Identify All Key Personnel		
Main Accreditation Contact	Name: Angela Ockrassa-Davis	Email: Ockrassa-Davis.Angela@epa.gov
Quality Manager	Name: Angela Ockrassa-Davis	
Technical Manager(s)	Name(s): George Schupp	
Other (if necessary)	Name(s):	
Comments:		

Multi-Site Customer -- (See ANAB PR 2307 -- Multi-Site Accreditation for details)

Is this a multi-site accreditation customer?	Yes		No	X	Total Sites	
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Comments:

Satellite-Site (See ANAB PR 2307 -- Multi-Site Accreditation for details)

Is this a customer satellite site?	Yes		No	X	Total Satellites Sites	
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Comments:

Scope of Accreditation

Any changes to scope of accreditation?	Yes	X	No	
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Comments: Corrections to matrices, new Lab Director

Any immediate scope removals for technical reasons?	Yes		No	X
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Comments:

PT Performance

Is the four-year PT plan in place and appropriate?	Yes	X	No	
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Comments:

Satisfactory performance, no additional actions	Yes	X	No	
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Recommendation for increased monitoring of PT by ANAB	Yes		No	X
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Recommend immediate removal of scope item(s) due to poor PT performance	Yes		No	X
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Other (please explain)	Yes		No	
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Comments:

Summary of Nonconformities

Total Number of N/C	3	Days for Resolution	30 Days
		Number of Repeat N/C	0

Recommendation on Accreditation				
Unconditional Approval	Yes		No	
Conditional Approval Pending Satisfactory N/C Closure	Yes	X	No	
Additional Desk Review Time Recommended (Please Explain)	Yes		No	
On-Site Follow-Up Visit Recommended (Please Explain)	Yes		No	
Suspension Recommended (Please Explain)	Yes		No	
Comments:				

Summary Comments
Summary shall include overall comments on <u>competence</u> , <u>conformity</u> , and <u>opportunities for improvement</u> .

Comments:

Performed a two man-day Surveillance 2 assessment for ISO/IEC 17025:2005 and OGWDW Drinking Water Program.

Performed technical witnessing for methods according to the assessment plan as revised during the opening meeting.

During the opening meeting laboratory representatives discussed recent (since the last assessment) changes in staff. One of the changes involved key personnel. Mr. George Schupp has assumed responsibilities as Laboratory Director after the retirement of the previous Director. During the opening meeting, the laboratory was reminded of their obligation to notify ANAB as soon as possible of any changes in key personnel.

During the assessment, the current version of laboratory SOP GEN007 "Criminal Investigation Samples" used in the support of CID sample investigations was reviewed. No issues were identified with respect to this document.

Several opportunities for improvement have been identified. Among them include:

- SOP GEN007 "Criminal Investigation Samples" requires laboratory staff to set personal passwords for combination locks for use while storing evidentiary ("CIS") samples. However, there is no requirement to change the password.
- While existing SOP GEN032 "Electronic Data Packages" adequately addresses generation of electronic records, it does not address the long term storage of electronic records (i.e., electronic records retention.)

New non-conformances identified include:

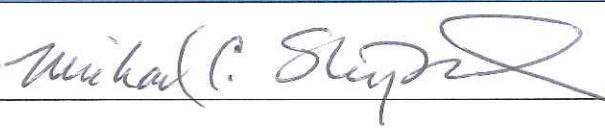

- Maintenance records for LC/MS-MS 400 are not kept up to date.
- SOP OM021 for PFCs references an obsolete version of the Method Detection Limit procedure found at 40 CFR Part 136.
- Records were not available to document the mercury assay value of the sulfuric acid used for mercury analyses.

PT/ILC performance and tracking were reviewed with no issues identified.

Traceability Tracking is compliant.

Document management via Qualtrax continues to be superb.

Estimate of Assessor Travel Expenses – Total Travel Cost Estimate			
	Lead Assessor		Team Assessor
Airfare	\$472	Airfare	\$
Lodging	\$600	Lodging	\$
Mileage (per IRS rate)	\$20	Mileage (per IRS rate)	\$
Car Rental	\$	Car Rental	\$
Meals (per GSA rate)	\$200	Meals (per GSA rate)	\$
Other	\$50	Other	\$

Signatures			
Lead Assessor	Signature:		Date: 6/29/18
Team/Expert Assessor	Signature:		Date:
Signature of customer representative acknowledges the agreed upon the scope(s) as presented as a result of the assessment activity and an understanding of the nonconformity(ies), if applicable, as explained and documented by the assessor.			
Customer Representative	Name:	Signature:	Date: 6/29/18
	George Schupp		

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Issue	AM Initials	Comments
Immediate Removal of Scope Items		

Action Item from PT Review		
Suspension Recommended		
On Site Follow-Up Visit Recommended		
Desk Review Time Recommended		
Recommend Post Assessment Activities		